

Renew By Mail

CONGRATULATIONS, YOU MAY
BE ELIGIBLE TO RENEW YOUR
MARYLAND DRIVER LICENSE
BY MAIL!



**PLEASE CAREFULLY READ
INSTRUCTIONS AND
ANSWER EACH ITEM IN
STEP TWO BELOW TO
DETERMINE IF YOU
ARE ELIGIBLE**

If eligible, you may renew your license by mail once every ten years (or every other renewal term). If you are not eligible or you choose not to renew by mail, you must visit one of our MVA locations to renew your Maryland driver license in person. Please visit the MVA's website at www.marylandmva.com for location information.

STEP ONE: Detach Your Maryland Mail-In Driver License Renewal Application from the Maryland Voter Registration Application.

STEP TWO: Determine If You Are Eligible to Renew by Mail

Please answer the questions below to determine eligibility:

Yes No

- ☐ ☐ Have you been diagnosed with a physical or mental disability, other than vision, which may affect your driving?
- ☐ ☐ Is your license or privilege to drive suspended, revoked, refused, canceled or disqualified in this or any other state, Washington D.C. or Canada?
- ☐ ☐ Is your name or address printed on your Maryland Mail-In Driver License Renewal Application incorrect?
- ☐ ☐ Is your current Maryland driver license a Provisional driver license or a "Valid Without Photo" driver license?
- ☐ ☐ Was your last Maryland driver license renewal completed by mail?

If you answer **YES** to any of the above questions, you are **NOT** eligible to renew by mail. You must visit one of our MVA locations to renew your Maryland driver license in person.

If none of the above statements are true, you may proceed to STEP THREE.

STEP THREE: If You Are 40 and Over, You MUST Obtain a Vision Certificate

You must have your doctor complete and sign the "Vision Certification" section of your Maryland Mail-In Driver License Renewal Application. The vision information your doctor provides must be from a vision examination, which he/she conducted within the preceding 12-months for MVA acceptability by law. Incomplete "Vision Certifications" will not be accepted.

To qualify for an unrestricted driver's license (due to vision), Maryland law requires driver's to have:

- Binocular vision
- Visual acuity (Snellen) of at least 20/40 in each eye
- A continuous field of vision of at least 140 degrees

Restricted Licenses may be issued to persons simultaneously having:

- Visual acuity of at least 20/70 (with or without corrective lenses) in one or both eyes
- A continuous field of vision of at least 110 degrees, with at least 35 degrees lateral to the midline of each eye

Persons with visual acuity levels less than 20/70, but no worse than 20/100, are **NOT** eligible to Renew their Maryland driver license by mail and require special handling by the MVA's Glen Burnie Headquarters. If your visual acuity levels fall within these ranges, please contact the MVA's Modified Vision Unit at (410) 768-7513 for information and special forms. Do **NOT** mail your Maryland Mail-In Driver License Renewal Application.

STEP FOUR: Complete Your Maryland Mail-In Driver License Renewal Application

- Answer questions 1 – 5 on your Maryland Mail-In Driver License Renewal Application.
- If you would like to make a donation to the Organ and Tissue Donation Awareness Fund, enter your donation amount in the "Donation" box(es). For more information about the Organ and Tissue Donation Awareness Fund or becoming an Organ Donor, please contact:
 - The Transplant Resource Center of Maryland at 410-242-7000, 1-866-Be-A-Donor (1-866-232-3666) www.mdtransplant.org
 - The Washington Regional Transplant Consortium at 202-223-8229, 1-866-MD-DONOR or www.wrtc.org
- Add your donation amount to the \$30.00 renewal fee and enter the total in the "Amount Remitted" box.

- Make your check or money order payable to "MVA". Checks must contain your pre-printed name and address and must include your driver's license number and home or work phone number. Please do not staple, clip or tape your check to your license renewal application.

Note: If you are returning more than one license renewal application (for yourself and other persons), a separate form of payment (check or money order) is required for each renewal. Multiple renewals submitted with one payment, or multiple payments submitted with one renewal CANNOT be accepted and will be returned.

- Sign your Maryland Mail-In Driver License Renewal Application. By signing your Maryland Mail-In Driver License Renewal Application, you are certifying to the truthfulness of all information; your certification is considered part of the application. Anyone who certifies to or provides a false or fictitious statement or information during this license renewal process may be prosecuted and/or have his or her license canceled.

STEP FIVE: Mail Your Maryland Mail-In Driver License Renewal Application to MVA

Mail your completed license renewal application, completed vision certification form and payment to MVA in the envelope provided. Incomplete applications or vision certification forms will be returned. You will then be required to visit an MVA location to complete your renewal.

Your **new** license will be mailed to your address printed on your Maryland Mail-In Driver License Renewal Application. The MVA cannot mail or forward a renewed license to an alternate address.





Notices:

- If your license is about to expire within the next 15 days, DO NOT MAIL your renewal. You must visit an MVA location to renew.
- It is against Maryland law to drive with an expired license. However, you have up to one year after your license expires to go to MVA and renew without having to take additional tests.
- After you have completed this Mail-In license renewal process and have received your NEW Maryland driver license, you will be instructed to destroy your old license (Maryland law allows only ONE valid driver's license per driver). Please do NOT destroy your current license until you have received your NEW Maryland driver license and MVA instructs you to do so.

Important Information

Vision Certification - Maryland Vehicle law now allows individuals between the ages 26-40 to renew their Maryland driver's license every other renewal cycle without vision testing.

Active Duty Military Personnel (AND dependents residing with the active duty member outside Maryland) - Maryland driver's licenses remain in effect for active duty military personnel and their dependents while absent from the State of Maryland. While on active duty, military personnel/dependents are required to carry their Maryland driver's license and verification of active duty status with them at all times. Upon return to Maryland, or upon military discharge or separation from active service, military personnel /dependents have 30 days to visit an MVA office and renew their license.

Absent from Maryland During Renewal Period- If you will be absent from Maryland during your license renewal period, you may request an application for an "absentee" license by calling (301) 729-4550 or by writing to: MVA, Driver Services, Room 145, 6601 Ritchie Highway, Glen Burnie, MD 21062.

Driving for Commercial Purposes (Senate Bill 759

Effective 10/01/2003) - If you are a Maryland non-commercial driver license holder, but operate a commercial vehicle (weighing 10,001 to 26,000 pounds) for intrastate commerce (within the state of Maryland) you must carry a valid Federal Motor Carrier (DOT) physical card in your possession. If you obtained your license before October 1, 2003 and had a pre-existing medical condition with an onset that occurred before October 1, 2003, you will remain exempt from this requirement for a period of 20-years provided your preexisting condition does not worsen.

Notice of Implied Consent:

Any person who drives or attempts to drive a motor vehicle, including a commercial motor vehicle, on a highway or on any private property that is used by the public in general, is deemed to have consented to take a chemical test to determine the alcohol concentration or a blood test to determine the drug or controlled dangerous substance content of the person, if that person is detained on suspicion of driving or attempting to drive while intoxicated or under the influence of alcohol, drugs or a controlled substance.

Questions and Locations?

Visit www.marylandmva.com or call our Customer Service Center toll-free:

1-800-950-1682 MD, DC and VA

1-301-729-4550 Outside MD, DC and VA

1-800-492-4575 TTY for the Hearing Impaired

1-800-638-8347 touch tone phones only



Motor Vehicle Administration
6601 Ritchie Highway, N.E.
Glen Burnie, Maryland 21062



**Maryland Department
of Transportation**